

# Director's Office

## Goals and Objectives 2019 Biennium

**Goal:** Provide effective leadership and direction to the department staff.

**Objectives:**

Provide clear administrative, financial, information technology, legal, and policy guidance supporting the goals and objectives of the department and its divisions.

Provide timely and appropriate communication throughout the department, to other state agencies, and to the public.

Develop and manage the department's budget.

Continue to improve internal controls throughout the department.

Ensure timely and continuous succession planning for the department.

**Goal:** Keep current with emerging issues, trends, and best practices in government.

**Objectives:**

Participate with colleagues at the national level.

Identify and address developing issues affecting state government.

Promote and improve communication and collaboration within the department and between the department and other state agencies.

Provide leadership and support to the department's continuity of government and emergency management activities.

**Goal:** Provide responsive support to the public, Governor's Office, legislative branch, tribal nations, federal and local governments, and business.

**Objectives:**

Remain involved in the Governor's initiatives, including the Main Street Montana Project, the Equal Pay Task Force, and the Governor's Security Committee.

Respond in a timely, clear, and helpful manner to requests for assistance.

Provide assistance to boards, councils, and commissions attached to the department.

Maintain and develop a professional, diverse, and responsive workforce that accurately reflects the labor force in Montana.

Maintain activities supportive of Montana business such as the Procurement Forecast and outreach by the department's State Procurement Bureau.

Provide effective representation for the state while promoting cooperative labor-management relationships in Montana state government.

**Goal:** Create and maintain a highly qualified, professional, diverse, and responsive workforce.

**Objectives:**

Provide and promote professional growth and development opportunities through employee mentoring and meaningful training and continuing professional education.

Develop and offer career ladders and provide competitive salaries to recruit and retain experienced, capable staff.

Foster a work environment where new ideas are encouraged, and creativity and teamwork are expected.

**Goal:** Successfully implement those objectives and tasks in the Governor's Main Street Montana Project that fall within the authority of the division.

**Objective:**

Work with other agencies to complete projects set forth in the Main Street Montana Project.